



## 2014-15 Differentiated Pay Plan Submission Template

In June 2013, the State Board of Education passed a revised set of guidelines pursuant to Tenn. Code Ann. §49-3-306(h), which requires districts to create and implement differentiated pay plans. The intent of the differentiated pay plans is to give local control to districts in regard to salary schedule, and to create another lever for districts to attract and retain teachers based on a flexible set of potential criteria. A complete copy of the policy can be found [here](#).

### Structure of this Document

The document includes two required sections where districts will describe their proposed 2014-15 differentiated pay plans and salary schedules. An optional section is also included on stakeholder engagement and eligibility. Finally, districts that choose to propose an [alternative salary schedule](#) as their differentiated pay plan, or part of their plan, will need to complete a short [addendum](#). A list of the common differentiated pay terms used throughout this document can be found in [Appendix A](#).

### Timeline

The department has created a flexible timeline for differentiated pay plan submission to better meet the various deadlines of each district's local school board and budget processes. The table below outlines this timeline:

General Differentiated Pay Plan Submission Timeline	
Prior to submission	Local school boards are informed of and/or approve differentiated pay plans that will be submitted to TDOE
Jan. 2, 2014	TDOE begins accepting differentiated pay plan submissions
Ongoing	Districts submit differentiated pay plans to TDOE
Three weeks after date of submission	TDOE communicates approval decision to school districts
Following TDOE approval notification but no later than June 30, 2014	Local school boards approve final differentiated pay plans and any associated budget items

For those districts that choose to implement an [alternative salary schedule](#) as their differentiated pay plan (see page 5 for more detailed information on this option) the following timeline will be used in order to meet the necessary State Board of Education (SBE) deadlines.

<b>Alternative Salary Schedule Submission Timeline</b>	
Prior to submission	Local school boards are informed of the alternative salary schedule that will be submitted to TDOE
Jan. 2, 2014	TDOE begins accepting differentiated pay plan submissions
Jan. 31, 2014	Districts submit alternative salary schedules to TDOE
By Feb. 21, 2014	TDOE communicates approval decision of the alternative salary schedule to school districts
By March 8, 2014	Local school boards approve the alternative salary schedule
March 8, 2014	TDOE submits alternative salary schedule documents to the SBE
April 18, 2014	SBE Meeting

All differentiated pay plans and alternative salary schedules should be submitted to [Laura.Encalade@tn.gov](mailto:Laura.Encalade@tn.gov). The department also plans to post the final differentiated pay plans on its website.

Note that while the differentiated pay plan must be implemented in the 2014-15 school year, the first payouts from those plans could occur, particularly for those plans which include performance related criteria, at the completion of the 2014-15 school year when all relevant student achievement data is available. Following the 2014-15 school year, the department will collect evidence of implementation, including information regarding the number of awards that were paid out.

Contact Laura Encalade at [Laura.Encalade@tn.gov](mailto:Laura.Encalade@tn.gov) or (615) 253-2119 for additional questions or guidance on creating your differentiated pay plan or on the submission and approval processes.

## I. Description of Differentiated Elements (Required Section)

Directions: For each element of the district's differentiated pay plan, use the table below to provide a description of how the district will differentiate pay. The plan must include **at least one** of the elements listed below in the left-hand column, in addition to education and experience.

Many plans may include a combination of several elements; therefore, please add rows or repeat differentiated elements as needed. For example, the plan may include two different types of additional instructional roles. Also, please feel free to delete from the table or leave blank any differentiated elements that will not be used in your plan.

[Appendix B](#) of this document contains an example of each type of differentiated element. Please review that example prior to completing the table below.

Differentiated Element	Description	Compensation Type and Size	Reach	Estimated Cost	Estimated Salary Expenditures
	<p><i>Describe how the district will differentiate for this element.</i></p> <p><i>Include the criteria for receiving the award.</i></p>	<p><i>Will the compensation be given as a bonus or a base pay increase?</i></p> <p><i>How much will qualifying teachers receive?</i></p>	<p><i>Eligibility: How many teachers are eligible for this type of compensation?</i></p> <p><i>Forecasted participation: How many teachers do you estimate will receive the award?</i></p>	<p><i>How much does the district estimate it will pay out for this differentiated pay element?</i></p>	<p><i>What percentage of salary expenditures (excluding benefit costs) does this element cover?</i></p>
Hard-to-Staff (School, Subject, or Placement)	NA				
Performance	NA				
Additional Instructional Roles or Responsibilities	<p><i>Following return of 3-8 performance data and teacher evaluation data analysis, the leadership team will collaborate to determine system needs for these roles. These roles may include but are not limited to: Parent involvement coordinator, RTI</i></p>	<p><i>The compensation will be given as a stipend, supplemental of their normal contracted duties.</i></p> <p><i>Selected teachers will receive between \$500 and \$2000, depending upon the nature of the assigned</i></p>	<p><i>To be eligible, the teacher must have received a composite performance level of three or more for teacher evaluation and the level of compensation is further dependent upon overall effectiveness rating.</i></p>	<p><i>Not to exceed \$9,364 (\$8000 salary plus retirement, social security, and Medicare</i></p>	

	<p><i>facilitator, Technology integrator, math coach, literacy coach.</i></p> <p><i>Based upon the requirements and expectations of this position, both compensation and selection of provider will be determined by the leadership team. The criteria will be:</i></p> <ul style="list-style-type: none"> <li><i>-Identified strength in the area of need</i></li> <li><i>-Composite performance level or three or more for teacher evaluation</i></li> <li><i>-Overall effectiveness rating</i></li> </ul>	<i>roles/responsibilities.</i>	<i>Forecasted participation: Between 6 and 10</i>		
Education	NA				
Experience	NA				
Other	NA				

## II. Salary Schedule (Required Section)

1. Please include below or attach a copy of the district's proposed 2014-15 salary schedule.

				PARIS SPECIAL SCHOOL DISTRICT								
				TEACHER SALARY SCHEDULE								
					2014-2015							
		BS		MS		MS+		EDS		DR		
YEARS												
EXP.												
0		37,995		41,055		44,095		44,945		47940		
1		39,480		42,595		45,670		46,485		49485		
2		39,715		42,850		45,935		46,750		49750		
3		39,940		43,110		46,190		47,020		50015		
4		40,460		43,685		46,770		47,620		50675		
5		41,040		44,365		47,490		48,260		51300		
6		41,660		45,025		48,010		48,965		52310		
7		42,260		45,700		48,825		49,670		53410		
8		42,850		46,365		49,480		50,650		55025		
9		43,430		47,010		50,165		51,735		56210		

10		44,025		47,645		50,865		51,955		56,425	
11		44,650		48,310		51,570		53,050		57,620	
12		45,270		48,930		52,200		53,285		57,865	
13		45,865		49,620		52,905		54,420		59,105	
14		46,480		50,235		53,560		54,640		59,310	
15		47,095		50,955		54,255		55,810		60,595	
16		47,360		51,195		54,515		55,810		60,595	
17		47,625		51,495		54,790		56,790		61,680	
18		47,625		51,495		54,790		56,790		61,680	
19		47,625		52,305		55,475		57,800		62,790	
20		47,625		52,305		55,475		57,800		62,790	

2. Describe how you will allocate any future state funding increases (i.e., FY13 1.5% increase in the BEP instructional component). Will increases be: 1) applied across-the-board, 2) allocated towards differentiated pay, or 3) a combination of both?

The PSSD board will consider any additional funding for salary improvements on a case by case basis. Both across the board increases and increases in funding for Differentiated pay will be considered.

### **III. Eligibility and Stakeholder Engagement (Optional Section)**

While this section is optional, the information provided will help the department to be able to provide continued support and assistance to districts in implementing their differentiated pay plans.

1. Provide a list of eligibility rules (i.e., attendance requirements, retirement or transfer policies, etc.) for the differentiated pay plan elements or additional roles/responsibilities outlined in the plan.
  - Composite performance level of three or more for teacher evaluation (qualitative measure)
  - overall effectiveness rating of 3,4, or 5 (quantitative measure)
2. Include a description of how the district engaged teachers or other stakeholders in the development of the differentiated pay plan.

A district team was established in September of 2013 to participate in the development of a differentiated pay plan. Teachers representing all grade levels and a variety of subject areas were selected to represent the diversity in the system. Through a series of meetings, feedback and input was gathered from committee members. Upon conclusion of each meeting, committee members shared with their school level teams to communicate progress and gather additional feedback to bring to the differentiated pay committee.

3. Does the district plan to expand or grow its differentiated pay plan in future years? If so, what types of changes or expansions are you considering to your differentiated pay plan or salary schedule?

Annually, the roles and responsibilities compensated through the differentiated pay plan will be evaluated to determine if those needs are still in need of addressing in this capacity. If those roles and responsibilities are no longer needed, through a thorough review of district needs (data, survey information, stakeholder input), the roles and responsibilities will be shifted to new areas of need.

## Appendix B: Sample Differentiated Pay Plan Table

Note that these examples are for purposes of explaining HOW TO complete each of the table criteria. These examples are NOT intended to be recommendations or endorsements for specific differentiated pay elements. Districts are required to differentiate pay for **at least one element** in addition to **education and experience**. Because plans may include a combination of several elements, please add rows or repeat differentiated elements as needed. Please feel free to delete from the table any differentiated elements that will not be used in the district's plan.

Differentiated Element	Description	Compensation Type and Size	Reach	Estimated Cost	Salary Expenditures
	<p><i>Describe how the district will differentiate for this element.</i></p> <p><i>Include the criteria for receiving the award.</i></p>	<p><i>Will the compensation be given as a bonus, stipend, or a base pay increase?</i></p> <p><i>How much will qualifying teachers receive?</i></p>	<p><i>Eligibility: How many teachers are eligible for this type of compensation?</i></p> <p><i>Forecasted participation: How many teachers do you estimate will receive the award?</i></p>	<p><i>How much does the district estimate it will payout for this differentiated pay element?</i></p>	<p><i>What percentage of salary expenditures (excluding benefit costs) does this element cover?</i></p>
<b>Hard-to-Staff (School, Subject, or Placement)</b>	The district will offer a signing bonus and retention bonus in the hard-to-staff area of secondary math. This will include positions in Algebra II, Pre-Calculus, and Calculus.	The award will be given as a two-part bonus. \$1,000 at the time of signing and an additional \$2,000 at end of the school year when evidence of satisfactory evaluation results are also available.	<p>This award will be available to new teachers to the district. The district typically hires 2 positions per school year in the areas defined.</p> <p>Existing teachers (3) in the subjects defined will also be eligible for the same bonus as a retention incentive.</p>	The estimated total for this is \$15,000 (5 teachers at \$3,000 each).	This award makes up less than 2% of the district's annual salary costs.
<b>Performance</b>	The district will incorporate a new salary schedule that uses evaluation criteria to determine base pay changes <sup>1</sup> . A full description of the new schedule is attached in the addendum.	Teachers who receive a 3 will receive a base pay increase of 3-\$300, 4-\$500, 5-\$700. Those teachers receiving a 1 or 2 will not increase their base pay.	<p>All teachers (150) are eligible to receive the award.</p> <p>A copy of the complete eligibility rules is attached.</p> <p>Based on the last two years of evaluation data, the district anticipates between 80-85% of</p>	<p>The district anticipates the total cost to be \$40,000 based on last year's evaluation data.</p> <p>The district will sustain this cost by removing base pay</p>	These payouts will form close to 100% percent of salary costs, with the exception of some career ladder and other supplements.

<sup>1</sup> This differentiated element would qualify as an alternative salary schedule, and the district would need to complete the [Alternative Salary Schedule section](#) on page 5.



			teachers will receive a base pay change.	increases for Level 1 and 2 teachers.	
<b>Additional Instructional Roles or Responsibilities</b>	<p>The district will further its implementation of PLCs through the creation of a PLC leadership role.</p> <p>Highly effective teachers (scores of 4 or 5) will receive a stipend to lead and facilitate the monthly PLC meetings.</p>	The award will be given yearly in the form of a \$1,000 stipend.	<p>Any teacher who receives a 4 or 5 on their evaluation would be eligible to apply for the position. District and school leaders will then screen for additional qualities like leadership and facilitation skills. (Draft job description is attached.)</p> <p>There will be a total of 20 PLC leaders in the district:</p> <ul style="list-style-type: none"> <li>- 6 at the high school,</li> <li>- 4 at the middle school,</li> <li>- 5 at each of the 2 elementary schools.</li> </ul>	The estimated cost of these awards is \$20,000.	This will compromise about 2% of district salary expenditures.
<b>Education</b>	<p>The district will include Bachelor's and Master's degrees for eligible base pay compensation as shown in the attached 2014-15 salary schedule. Degrees above a Master's will no longer be compensated in base pay.</p> <p>Advanced degrees above Master's degree will be eligible for tuition reimbursement with district pre-approval.</p>	<p>Master's degrees will be awarded with a base pay increase.</p> <p>Tuition reimbursement stipends of \$4,000 per year per individual for advanced degrees above Master's. The district must be notified in advance of the start of a program by the educator in order to receive the stipend.</p> <p>Those teachers currently enrolled in programs prior to July 1, 2014 will be eligible for base pay increases on the previous year's schedule, provided that those programs are completed by July 1, 2016.</p>	<p>The district currently has 15% of its teachers with an advanced degree above the Master's Level.</p> <p>We anticipate based on previous data that approximately 10-12 teachers will qualify for tuition reimbursement stipends each year.</p>	<p>This estimated total cost of this element is \$40,000-48,000 per year.</p> <p>The district expects to fund this cost by limiting permanent base pay increases to Master's degrees only.</p>	This will comprise about 8% of district salary expenditures.
<b>Experience</b>	The district will continue to award step increases for each	Each teacher will earn a yearly step increase for years of	All teachers are eligible.	The average step increase in the	This experience payment makes up

	year of experience.  The attached salary schedule contains proposed amounts.	experience.		district is \$400 per year. The estimated cost is \$100,000	20% of the districts expenditures on salary.
--	---	-------------	--	---	--